

**CONFIDENTIAL**

LS-1066

Approved For Release 2002/05/06 : CIA-RDP57-00384R000500120110-4

**Office Memorandum • UNITED STATES GOVERNMENT**

TO : General Counsel  
THRU: Comptroller *WJB*  
FROM : Chief, Fiscal Division

DATE: 28 November 1951

SUBJECT: Retroactive Advance of Leave

**\*OGC Has Reviewed\***

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1. This office is in receipt of a request for the retroactive advance of sick leave. The request has been approved by an official of PDC; however, since [redacted] does not appear to cover such advances, your consideration and advice with respect to the matter is sought.

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2. The employee concerned was injured and unable to report for work for a period of 248 hours during the months of August and September 1951. The absence resulted in the use of all accumulated sick leave plus 146 hours of annual leave. The employee is planning to be married on 1 December 1951 and desires an advance of sick leave so that she may take 104 hours of annual leave from 28 November through 14 December 1951. As of 27 November, she will have accumulated 41 hours of annual leave and it would therefore be necessary to advance 63 hours of retroactive sick leave.

3. An early reply to this memorandum will be greatly appreciated.



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SECURITY INFORMATION